

Fall 12-15-1971

## Senate Meeting December 15, 1971

Academic Senate  
*Illinois State University*

Follow this and additional works at: <http://ir.library.illinoisstate.edu/senateminutes>



Part of the [Higher Education Administration Commons](#)

---

### Recommended Citation

Senate, Academic, "Senate Meeting December 15, 1971" (1971). *Academic Senate Minutes*. Paper 109.  
<http://ir.library.illinoisstate.edu/senateminutes/109>

This Article is brought to you for free and open access by the Academic Senate at ISU ReD: Research and eData. It has been accepted for inclusion in Academic Senate Minutes by an authorized administrator of ISU ReD: Research and eData. For more information, please contact [ISUReD@ilstu.edu](mailto:ISUReD@ilstu.edu).

ACADEMIC SENATE MINUTES

December 15, 1971

Vol. III, No. 10

Contents

Capital Budget Process

Summer School

Deficiency Appropriation

BHE Highest and Lowest Priorities

Proposed Policy for Evaluation of Academic Administrators

By-Laws: College of Applied Science and Technology

Proposal for a BS Degree in Medical Records Administration

Committee Reports

Communications

Executive Session

Appendix : "Proposed Policy for the Evaluation  
of Academic Administrators in their  
Administrative Functions"

Statement from Senators

Report on AACMU Meetings

Meetings of the Academic Senate are open to members of the University community. Persons attending the meetings may participate in discussion with the consent of the Senate.

Persons desiring to bring items to the attention of the Senate may do so by contacting any member of the Senate.



## ACADEMIC SENATE MINUTES

December 15, 1971

Vol. III, No. 10

### CALL TO ORDER

Mr. Morris convened the Senate at 7:10 p.m. in 401 Stevenson Hall.

### APPROVAL OF MINUTES

The Minutes of the meeting of December 1, 1971 were approved as read.

### CAPITAL BUDGET PROCESS

Mr. Berlo, Mr. John Sealock, and Mr. Eric Johnson presented information regarding budgets and priorities to the Senate, and Mr. Helgeson spoke on summer school. Mr. Johnson spoke on capital budget requests, pointing out that we make requests and sometimes these are reduced in amount--this results in a reduced request, not a "cut". Sometimes we list items in our requests, knowing they will be reduced or deferred, in order to "serve notice" that we will need such items in the future. And some items, such as funds for physical plant addition, will be reduced because original requests were based on having a campus for 25,000 students. Mr. Johnson pointed out that ISU has done as well on capital budgets as any school in the state.

Mr. Hubbard commented that the BHE and the Bureau of the Budget are working much closer now and potential problems are being settled ahead of time.

### SUMMER SCHOOL

Mr. Helgeson explained the reasons why academic departments are receiving lower allocations for the 1972 summer session than they received in the past. Past summer sessions have been quite highly priced in terms of cost per credit hour: the 1971 summer session had one-third of the Fall enrollment but used two-thirds of the faculty. In an effort to even costs, the budget for the summer session is based on the cost per credit hour in the Fall semester. Those Colleges which had higher 1971 summer costs, as a consequence, will have less money, and less employment, this summer.

In past summers, some 100-level courses contained far fewer students than a Fall semester section usually drew; also, some 400-level courses had only four or five students. The University should offer only those 100-level courses which will draw an adequate number of students; courses on the 400-level may have to draw eight or even twelve in order to "make".

This means a lower total number of courses on all levels and indicates that a Department needs to offer those courses which will have a certainty of filling.

In the past, support areas did not reduce costs substantially during the summer. In the future, those costs will be reduced too.



### DEFICIENCY APPROPRIATION

Mr. Sealock told the Senate that although the government is considering giving approval to retroactive raises there is no assurance they could be funded here. To do so would require \$250,000, and this would have to come in a deficiency appropriation giving us the money generated by tuition raises.

Mr. Sealock gave this table for Personal Services 1971-72:

	ISU request	BHE approval	Senate	final approval
For Increases	2,287,000	1,550,000	1,096,000	?
Other	<u>26,576,000</u>	<u>24,542,000</u>	<u>23,696,000</u>	<u>?</u>
	28,863,000	26,092,000	24,792,000	23,543,000

During the discussions on reducing budgets, the university reduced administrative, civil service, and student-help positions in order to maintain funds for salary increases. The final budget, however, has no guidelines on what percentages can go where; and as a result of certain fixed expenses, it appears now that we will have a deficit of \$171,000 in personal services by the end of June. Hence any retroactive raises would depend on a deficiency appropriation.

### BHE HIGHEST AND LOWEST PRIORITIES

Mr. Berlo commented on a 2-page summary of priorities as indicated by James Holderman in a speech at ISU on December 15. Mr. Berlo added that the Board recommended some low priorities for ISU which differed from those endorsed by the Senate. The Board withdrew its recommendations and accepted the Senate's. One program which is under discussion, however, is the doctorate in biological sciences. Mr. Berlo said he felt we might be able to keep this degree program if the Board approves a Regency Degree; under this, a student could earn a doctorate in biological sciences at either NIU or ISU.

The basic problem is that most of the budget goes for personal services and the basic question may be whether to reduce the number of faculty or to abolish raises. Mr. Berlo said he preferred to have fewer faculty but to have them receive raises.

Commenting on the high-priority items, Mr. Berlo pointed out that ISU is clearly oriented to "new and expanded health education programs" and "social justice" programs. He indicated that the statement "Substantial merit salary increases for the very best faculty" means just that: FSC will be meeting soon to begin developing criteria to relate raises, promotion, and tenure to this concept.

Among those receiving lowest priorities will be programs (especially at the graduate level) which have low student demand or which are unnecessarily duplicated within a region or within the state; excessive outlays for administrative operations will be reduced; all schools may eliminate the physical education requirement, even for certification, and transfer the funds into recreational needs.

Mr. Berlo says he hopes the Executive Committee will nominate persons for chairmen of three faculty-student study groups by December 17 so that he may name the chairmen;

they, in turn, will select other members for their study groups. The three are: health programs, student growth and development, and reduction of administrative complexity.

Copies of the President's Report on Institutional Priorities, which goes to the Board, were distributed to the Senate.

#### PROPOSED POLICY FOR EVALUATION OF ACADEMIC ADMINISTRATORS

(III-86) On a vote of Yes - 30, No - 0, Abstentions - 2 the Senate passed a motion (Mr. Comfort, Mr. Fitch) to approve the document "Proposed Policy for the Evaluation of Academic Administrators in their Administrative Functions". (A copy is attached to the Minutes.)

#### BY-LAWS: COLLEGE OF APPLIED SCIENCE AND TECHNOLOGY

Copies were distributed of the proposed By-Laws of the College of Applied Science and Technology; they will be an action item at the meeting of January 5, 1972.

#### PROPOSAL FOR A BS IN MEDICAL RECORDS ADMINISTRATION

Members received copies of the "Proposed Program for a Bachelor of Science Degree in Medical Records Administration". It will be a future action item.

#### COMMITTEE REPORTS

##### Executive Committee

The ExCom authorized the publication of at least 250 copies of the booklet on collective negotiations. Mr. Bernard McCarney is working out the final details.

(III-87) Three student members were appointed to the Student Housing Committee. By unanimous vote, the Senate approved a motion (Miss Kelly, Mr. McConnell) to appoint Mike Nolan, Dan Taylor, and Phil Rog to the Committee.

##### Student Affairs

Mr. John Karnes is the new committee secretary.

##### Administrative Affairs

The item concerning parking privileges for certain graduate students was referred to the Parking Board; the Committee is working on a proposal relating to preservation of the quadrangle; a report will be forthcoming on the textbook service.

Faculty Affairs

The Committee will meet January 4 to consider proposed revisions in APT policy and procedure, as suggested by a sub-committee chaired by Miss Laurene Mabry.

COMMUNICATIONS

A statement written by Mr. Grossnickle and signed by other Senators too was read into the record. A copy is attached to the Minutes.

EXECUTIVE SESSION

(III-88) By unanimous vote the Senate passed a motion (Mr. Kennard, Mr. Kinney) to recess and to go into Executive Session.

The Senate was in Executive Session from 9:20 to 9:35 p.m.

The Senate adjourned at 9:35.

For the Academic Senate,

John S. Hill, Secretary

JSH/bw

NAME	ATTEN- DANCE	VOTE							VOICE VOTE		
		Motion # 86	Motion #	Motion #	Motion #	Motion #	Motion #	Motion #	Motion No.	Y	N
Bickley									87	X	
Black									88	X	
Browning	P	Y									
Chesebro	P	Y									
Clemmons	**P										
Cohen	P	Y									
Comfort	P	Y									
Duffield											
Ebel											
Edwards	*P	Y									
Ferrell											
Fitch	P	Y									
Fletcher	P	Y									
Frerichs	P	Y									
Fuehrer											
Grossnickle	P	Y									
Hathway	P	Y									
Hicklin	*P	Y									
Hill	P	Y									
Hubbard	P	Y									
Ichniowski											
Kaferly	**P										
Kagy											
Karnes											
Kelly	P	Y									
Kennard	P	Y									
Kincaid	P	Y									
Kinney	*P	***									
Koch	*P	Y									
Kuhn	P	Y									
Madore	P	Y									
Mann											
McConnell	*P	Y									
Morris	P	Y									
Price	*P	Y									
Raymond	P	Y									
Rich	P	P									
Sharp	*P	Y									
Spencer	P	Y									
Steffen	*P	Y									
Stein	P	Y									
Theroux	*P										
Wedemeyer	**P										
Williams	P	Y									
Woods	P	Y									
Murdock	P	Y									
Berlo	**P										
Helgeson	P	P									

\*Arrived late

Y=Yes N=No P=Present

\*\*Left early

\*\*\*Absent for vote



November 30, 1971

Proposed Policy for the Evaluation of Academic Administrators  
in their Administrative Functions

The Illinois State University Constitution, Art. V, Sec. 1-E, par. 7 states that, "the Senate shall provide the method by which members of the academic community shall be involved in **exercising** authority to: determine policy for the evaluation of faculty members including academic administrators in connection with their appointment, promotion, remuneration and retention."

Policy Statement

Within the university, faculty, department chairmen, and deans are jointly engaged in fulfilling objectives of teaching, scholarly and/or creative productivity and professional services. Accountability and credibility are demands placed on both administrators and faculty. Academic administrators share a common concern with faculty and students for the pursuit and expression of the truth, and a common concern for the quality of education. These ends are sought within the framework of the collegial relationship, a relationship which implies an openness of communication, the absence of superior-subordinate quality, and the sharing of decisions at a policy level. Mutual trust and supportiveness characterize effective relationships. Such trust suggests that those in administrative roles have considerable latitude in the carrying out of policy and are not burdened by an excess of restrictive rules and procedures. At the same time, administrators must be accountable for their actions and for the results of the programs and work delegated to them by their colleagues.

The university community has the right to expect competent, frank, scholarly and creative administrators who are able to generate dynamic and purposeful direction to the institution.

Annually, evaluation of academic administrators is initiated through the administrative structure. In all evaluations, consideration is accorded to the views of students and faculty. The right of students and faculty to participate in decisions on appointment, promotion, remuneration and retention of academic administrators is recognized. This includes the right of faculty and students to request a hearing from an appropriate body such as the Academic Freedom and Tenure Committee or Grievance Committee concerning any grievance.

The development of techniques or instruments for the evaluation of academic administrators remains within the various divisions of the university. The College Councils or their equivalents are hereby enjoined to establish evaluative criteria and to devise instruments and procedures for the evaluation of academic administrators under their jurisdiction. For academic administrators not in departments the Faculty Status Committee is directed to establish evaluative criteria and to devise instruments and procedures for the evaluation of such persons. The Faculty Status Committee may appoint an ad hoc committee from university faculty for this purpose.

Dr. Morris,

I'd like to take this opportunity to express my concern about President Berlo's report to the Board of Regents re Institutional Priorities dated December 14, 1971.

In paragraph #1 it clearly states that the "recommendations were after public hearing and discussion, supported by the Academic Senate on December 9, 1971."

I would wish that my objection to the above statement be registered and recorded in the minutes of the meeting of December 15, 1971, where the final recommendation was issued to the members of the Academic Senate.

Specifically, I object to page #3 titled "Minor Administrative Changes". I have specific objections to these "minor changes" and feel that these changes are not minor and reflect major changes in the position of the University, i.e. utilization of the "user cost system" at I.S.U.

I feel that no input from students was solicited and would hope that such in-put will be solicited.

Dr. Berlo stated "that no program would be implemented without the approval of the Senate". This is not the case.

Respectfully yours,

Donald R. Grossnickle

(Co-signed by:)

David Raymond  
Phil Steffen  
Steve Frerichs  
Gary Theroux

William A. Sharp  
Paul Murdock  
Joseph Kinney





Fall Meetings

- -

Academic Council of the

Academic Affairs Conference of Midwestern Universities

Illinois State U     Arlan C. Helgeson  
representatives:     John S. Hill

In a long meeting on October 29, and a short one on December 10, the Academic Council gave its primary attention to a proposal for an Administrative Internship program for minority group members. Under the proposal, qualified minority group faculty members from both AACMU schools as well as black colleges would engage in administrative training for one year. Final decisions by member schools were delayed, pending budgetary information. The ISU representatives felt that funding should be sought from such sources as the Ford Foundation to enable personnel from black colleges to undertake such training, in case funds from conference schools were not available. They reasoned that something must be done to train administrators to replace those persons at black colleges who were hired away by northern schools.

Campus laboratory schools from seven universities have formed a consortium under the auspices of the AACMU.

The Council was asked to endorse the statement that activities in Women's Physical Education and Recreational Programs are academic; it concurred with this point, but felt it could not endorse the view that budgetary controls on such programs rest within Departments because such controls are matters of individual university autonomy.

Dormitory, classroom, and office space at Concordia Teachers College, in River Forest, have been offered to AACMU for use by persons engaged in projects in the Chicago area. The decision to contract for such use depends on AACMU plans and on financial terms.

The Academic Council has been asked to consider developing a cooperative program with the Paris Institute of Humanities and Sciences whereby students from Conference schools and the Institute would take academic work at the Castle of Seillac, in the Loire Valley 105 miles from Paris. Professors who accompany students there would teach American Civilization, American Literature, and Economics. The Council authorized Dr. Harold Walker, the Executive Director, to explore the possibilities of such an arrangement.

Sanctioned campus conferences held this Fall were:

at Illinois State : Admissions Directors, Registrars,  
Financial Aids Officers, and Transfer  
of Academic Credit Officers

at Ball State : Directors of Student Teaching

Proposed conferences include:

English and Foreign Languages Departments  
Art, Music, and Performing Arts  
Librarians  
University Research Directors  
Educational Research Directors  
Alumni Directors, Public Relations, Foundation  
Directors, and Development Directors

Reported by

John S. Hill  
15 Dec 71